

## FIRE DEPARTMENT INFORMATION

1. All personnel are responsible for protecting life and property from fire. This will include the prompt sounding of the fire alarm, reporting of all emergencies and reporting fire hazards.

2. The purpose of the Fire and Emergency Services Division of the Directorate of Security and Emergency Services is to detect, eliminate, or minimize fire hazards; furnish essential fire protection services; provide firefighting facilities; ensure prompt action in accordance with prearranged plans to prevent loss of life and property; prevent personnel injuries; determine causes of fires and prevent recurrences; train personnel; and gain maximum fire safety in construction and repair of real property.

3. Carlisle Barracks Regulation 420-3 provides the following policy as applies to fire prevention and protection.

a. Fire Reporting. Individuals discovering a fire will sound a warning, assist in the evacuation of personnel and report the fire as follows:

(1) Dial 911 to report fire from both government and non-government telephones.

(2) The caller will give the building number, location of the fire in or around the building and their name. The caller will remain on the line until released by the Fire Department so that sufficient pertinent information can be obtained.

(3) Activation of a manual or automatic fire alarm in various buildings will be followed by a telephone call to the Fire Department, if time permits.

(4) All fires, regardless of size or amount of loss, will be reported to the Fire Department so that an inspection can be made to ensure that no further danger exists.

(5) Telephone number 911 is reserved solely for reporting fires or life threatening situations. Routine calls to the Fire Department should be made to ext. 54419 or 245-4419.

(6) Personnel not residing on the installation and who are not protected by the Installation Fire Department will dial 911 (Cumberland County Control) to report a fire.

b. Fire Drills. All fire drills will be coordinated through the Fire Department. Fire drills will be conducted by Fire Department personnel throughout the year to ensure that personnel are familiar with fire and evacuation procedures.

c. Fire Prevention Lectures and Demonstrations. The Fire Department will present fire prevention lectures or demonstrations upon request.

d. All U-Do-It construction projects will be reviewed by the Fire Chief to ensure that fire safety measures are incorporated in the project.

e. Smoking

(1) The control on smoking will be in accordance with current DA policy and Carlisle Barracks policy.

(2) Smoking materials, including matches, will not be deposited in ordinary waste containers.

(3) Disposal of smoking materials in all areas will be accomplished in a safe manner; smoking materials will not be discarded on the floor, regardless of location.

(4) Matches and cigarette lighters will be kept in locations not readily accessible to children.

f. Electrical, Lighting and Appliances.

(1) Tampering with or altering of the installed electrical facilities is strictly prohibited.

(2) All portable electrical appliances will be certified or approved by nationally recognized testing laboratories.

(3) Multi-outlet devices with surge protectors and/or circuit breakers that are UL approved are approved for use to operate computers and their accessory components.

(4) Inexpensive light wire extension cords and multi-outlet devices available from department and discount stores will not be permitted.

(5) Extension cords used will not be run under rugs or carpet, over nails, through doorways or windows, or in any manner that may subject the wire to physical damage.

(6) All extension cords used must be of sufficient gauge wire to carry the ampere load of the attached equipment without heating the cord plug or any component part.

(7) Extension cords used will not be spliced, taped, worn, frayed or have defective connectors, will not be used for permanent wiring and will not be tacked down in any manner.

(8) Use of electrical space heaters is prohibited without the prior written approval of the DPW.

g. Heating and Cooking.

(1) Heating and cooking appliances will be kept clean and in good operational condition.

(2) Combustible materials will not be stored or placed within eight inches of steam or hot water radiators or their piping.

(3) The use for electrical timers for appliances is prohibited.

(4) Open fires are prohibited except in designated picnic area fireplaces or barbecue pits and grills. Outdoor fireplaces, pits and grills will be kept a minimum of fifteen feet from combustible buildings and structures.

h. Flammable Liquids. Flammable liquids will not be stored inside family quarters.

(1) Gasoline will not be used as a cleaning solvent.

(2) Only approved type containers with pressure release caps or spring loaded spouts, both equipped with flame arresters, will be used for handling flammable liquids.

(3) No flammable or combustible liquids will be disposed of into any manhole, sewer, drainage system or ditch or dumpster.

i. General Housekeeping Practices.

(1) All areas will be kept free of rubbish and other materials of a combustible nature.

(2) Kerosene and/or portable LPG heaters are prohibited.

(3) Dryer lint filters will be cleaned after each use. Dryer exhaust ducts and vents will be checked periodically to prevent accumulation of lint in these areas.

j. Seasonal Decorations.

(1) Live Christmas trees must be removed for disposal when dryness reaches the danger point. Water level will be checked and maintained daily.

(2) Christmas trees will not be placed close to a source of heat such as radiators, ducts, fireplaces, etc. Trees will be placed so that they do not block a path of escape.

(3) Christmas tree lights must bear the label of a recognized testing agency. They will be disconnected for a sufficient length of time to permit cooling prior to leaving the building unoccupied for extended periods or whenever an adult is not in attendance.

k. Fire Exits: Exit doors will not be secured in such a way as to prevent free and unobstructed egress from all parts of a building or structure at all times when it is occupied. All exit doors will comply with NFPA Life Safety Code 101.

l. Miscellaneous.

(1) Possession or use of any type fireworks is strictly prohibited without the written permission of the Garrison Commander.

(2) Fire extinguishers will be relocated only by Fire Department personnel.

(3) Suspicious gas or oil odors will be reported to the Fire Department immediately by using the telephone in another building. Personnel will evacuate the premises and the building will be ventilated. Do not use matches, lighters, telephones or other spark producing devices, including the electrical system.

(4) Report any hazardous condition to the Fire Chief or his representative as soon as possible.

4. The Fire and Emergency Services Division's goal is to ensure your stay at the Carlisle Barracks is a fire safe and enjoyable experience. Any inquiries may be directed to the Fire and Emergency Services Division by e-mail ([ATZE-SES-F@carlisle.army.mil](mailto:ATZE-SES-F@carlisle.army.mil)), telephone commercial (717) 245-4419, or by visiting the Fire Station.